

# **Title IX Grievance Procedures**

## **I. Introduction**

### **A. Purpose:**

The purpose of these Title IX Grievance Procedures is to establish a fair and impartial process for addressing complaints of sex discrimination, sexual harassment, or other violations falling under Title IX of the Education Amendments of 1972.

### **B. Applicability:**

These procedures apply to all students, faculty, staff, and third parties participating in programs or activities conducted by Brunswick CSD.

## **II. Filing a Complaint**

### **A. Reporting:**

Any person who believes they have experienced or witnessed a violation of Title IX may file a complaint. Complaints should be submitted as soon as possible.

### **B. Complaint Channels:**

Complaints may be filed with the designated Title IX Coordinator. Complaints can be submitted in writing, online, or in person.

## **III. Initial Assessment**

### **A. Review:**

The Title IX Coordinator will conduct an initial assessment to determine the appropriate course of action.

### **B. Nature of the Complaint:**

The assessment will consider the nature and scope of the complaint to determine whether an informal resolution or a formal investigation is warranted.

## **IV. Interim Measures**

If necessary, interim measures may be implemented to ensure the safety and well-being of all parties involved during the investigation.

## V. Formal Investigation

### A. Assignment of Investigator:

If the complaint warrants a formal investigation, a trained and impartial investigator will be assigned to conduct a thorough and objective inquiry.

### B. Opportunity to Provide Statements:

Both the complainant and the respondent will be provided an opportunity to provide statements, present evidence, and identify witnesses.

## VI. Review and Findings

### A. Review Panel:

The findings of the investigation may be reviewed by a panel designated by Brunswick CSD to determine if a violation of Title IX has occurred.

### B. Standard of Evidence:

The preponderance of the evidence standard will be used in evaluating the findings.

## VII. Resolution and Sanctions

### A. Determination:

If a violation is found, Brunswick CSD will take prompt and effective steps to address the situation and prevent its recurrence.

### B. Sanctions:

Sanctions may include, but are not limited to, disciplinary measures, educational requirements, or other remedies as deemed appropriate.

## VIII. Appeals Process

### A. Grounds for Appeal:

Both parties have the right to appeal the findings or sanctions. Appeals may be based on procedural irregularities or new evidence.

## IX. Retaliation Prohibition

### A. Non-Retaliation:

Brunswick CSD prohibits retaliation against any individual who files a complaint, participates in an investigation, or opposes discriminatory practices.

### B. Reporting Retaliation:

Instances of retaliation should be reported promptly to the Title IX Coordinator.

## X. Training and Prevention

### A. Educational Programs:

Brunswick CSD will provide ongoing education and training programs to prevent sex discrimination and promote a culture of respect.

### B. Prevention Initiatives:

Efforts will be made to raise awareness about Title IX rights, responsibilities, and available resources.

## XI. Contact Information

For questions, concerns, or to file a complaint, contact:

Title IX Compliance Officers	Grace Magee <a href="mailto:gimagee@brunswickcsd.org">gimagee@brunswickcsd.org</a> 518-279-4600 x2202 Jessica Sokol <a href="mailto:jsokol@brunswickcsd.org">jsokol@brunswickcsd.org</a> 518-279-4600 X 2004
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